

PUBLIC SCHOOLS OF EDISON TOWNSHIP
Office of Human Resources

JOB DESCRIPTION

I. TITLE

Head Coach

II. PRIMARY FUNCTION

Train and prepare students to participate in athletic activities/team sports and to coordinate all related team activities

III. REPORTS TO

Supervisor of Athletics/Intramurals and Principal

IV. QUALIFICATIONS

- New Jersey Teacher's Certificate preferred; County Substitute Certificate considered
- Demonstrates an interest in and an aptitude for performing the tasks listed
- Demonstrates through experience, education or interview, a knowledge of the sport to be coached and an ability to provide appropriate leadership and direction to the student athletic
- Ability to maintain a positive learning environment and high standards of conduct for athletes
- Such other qualifications of academic, professional and personal excellence as the Edison Township Board of Education may specify

V. MAJOR DUTIES AND RESPONSIBILITIES

- Assume full responsibility for their teams in matters of coaching and discipline
- Uses a variety of professionally sound teaching and coaching strategies and techniques designed to produce a competitive and respectable team effort
- Keeps abreast of improved coaching techniques and strategies and utilizes when appropriate
- Works with every student to improve her/his individual effort
- Exercises sound judgment in the selection and continued status of team members
- Contributes when appropriate to the development of athletic programs at lower grades
- Directs athletes/teams during all scheduled practices and contests
- Takes necessary precautions to maintain safety of student athletes
- Adheres to all board policies, Administrative regulations and NJSIAA regulations in the performance of coaching responsibilities
- Assists in the certifying the eligibility of candidates before the start of each season
- Provides information to be used in the evaluation of assistant coaches
- Organizes and coordinates the efforts of the assistant coaches, JV program and freshman program
- Provides input on the preparation of the athletic budget for the particular sport
- Completes all reports and forms as requested by NJSIAA, district policy, administrative regulations or tournament schedule
- Perform such other duties as may be assigned by the Superintendent and/or designee

VI. TERMS OF EMPLOYMENT

In accordance with the provisions of the BOE/ETEA contract